



---

The University of Alberta

REPORT OF THE UNIVERSITY LIBRARIAN  
TO THE PRESIDENT

For the Period

April 1, 1959 to March 31, 1960.

---



The University of Alberta

Edmonton, Canada

April 29, 1960

President Walter H. Johns  
University of Alberta  
Edmonton, Canada

Dear Dr. Johns:

I have the honor to present the report of the  
Library for the academic year 1959-60.

Yours sincerely,

Bruce Peel  
Librarian



## Report of the University Librarian

1959-60

A university library provides services essential for instruction and research. So vital are these services that their quality is generally held to be a reliable index of the university itself as a centre of learning and scholarship. At the University of Alberta, the Library, with the rest of the University, has entered a period of rapid change and development. For the third successive year our statistics record substantial increases in the acquisition of printed materials and in the use of the library's resources by the campus community. From being a library geared largely to an undergraduate program, we are moving toward the goal of becoming a large research library with sufficient resources to support the graduate and research programs of a major university.

In the year just ended the number of books added increased by 44%, while expenditure on books and periodical subscriptions was up 49%. The expenditure on books this year was approximately \$98,000, and the total, with periodical subscriptions, \$124,000. Including books, bound periodical volumes, pamphlets and documents, the library added about 38,600 items. The accelerated growth of the library's collections is creating a problem of storage space which will become acute in the Rutherford and Education Libraries before relief can be expected from new construction.

The circulation of books from the three libraries of the university library system--Rutherford, Education, and Calgary--was 324,267 volumes, representing an increase of 15%. Since thousands of books are consulted or read in reading rooms, this figure does not fully indicate the total use of the library. The greatest percentage increase in circulation was registered from the main stacks, followed closely by the Applied Science Reading Room.

Library attendance (student hours spent in the library) was up by 23%, to total 797,540. As with the circulation of books, the greatest percentage increases in attendance were recorded in the main stacks and the Applied Science Reading Room. Library reading rooms have reached, or are close to, their maximum reader capacity during peak periods of the day.

The library staff continued to give instruction to students in the use of the library's catalogues and indexes. A revision of our method of instructing freshmen has made instruction to this group more effective, and has enabled us to accommodate the rising numbers of freshmen registering each year. This instruction is supplemented in the Education, Medical, and Applied Science Libraries. In the latter area over 120 hours of staff time were spent instructing groups of junior students of agriculture, engineering, and chemistry in the use of indexes and reference tools in their subjects. In Calgary all freshmen were given instruction and a four-page pamphlet was distributed.





Changes in hours were introduced during the term when the Reference, Medical, and Applied Science Reading Rooms were opened half an hour earlier. The Education Library and the Calgary Branch were also open longer hours. As in the previous year, three areas of the Rutherford Library were open on Sunday afternoon during the university term.

#### Staff

The staff on the Edmonton campus numbered forty-five persons and that in Calgary, four. This was an increase in staff of seven persons in Edmonton and one person in Calgary. The additional staff was not sufficient to catch up to the increasing volume of work, so that the work load per individual staff remained extremely heavy. The library's work accomplishments during the year is a tribute to the industry, team work, and loyalty of all members of the library staff.

Professional librarians continued to be difficult to obtain, but the library was fortunate in acquiring the services of three efficient new members, Miss Patricia McNeill as supervisor of the Reserve Reading Room, Mr. Ralph Nielsen as a general cataloguer, and Mr. Sidney Harland. Since professional staff did not increase as rapidly as junior staff, the responsibility of professional staff in directing and supervising remained extremely heavy.

Changes in the non-professional staff were more numerous than in most other years, and in some areas of the library these changes seriously interfered with library service.

In June, 1959, the Canadian Library Association held its annual conference on the University of Alberta campus, and all members of the professional staff participated actively.

#### Library Committee and Sub-Committee

The Library Sub-Committee met eight times during the year to advise the Librarian on operational problems. During the year the Committee made a study of library organization, and recommended changes in the present policy of a highly centralized library system. In October Dr. L. H. Cragg, the newly appointed Vice-President of the University, took over as chairman of the Library Sub-Committee.

The main Library Committee met at the end of October and discussed matters of library policy.

#### Order Department

Miss Leversedge, Order Librarian, reports that her department increased its book ordering by 48% over the previous year. Of orders placed, a total of 16,785 volumes (an increase of 5,481) were received. Gifts and free material totalling 638 volumes, and the purchase of a private library of 265 volumes, brought the total number of books added to our collection to 17,688. The comparative figure for last year was





12,249, so that the library increased its annual acquisitions by 44%. The library had 3,900 volumes--mostly current periodicals--bound, and these were added to our stack collection.

To keep up with the work load two new staff members were added during the year to bring the staff to six persons. A trend in our ordering as we develop into a research library is that larger quantities of out-of-print materials and more books in foreign languages are requisitioned; these types of materials take more work in ordering.

Subscriptions were placed for an additional 250 periodicals on the Edmonton campus, to bring subscriptions to 1,821. The increase in periodical titles in one year was 16%. To expedite the recording of issues of periodicals as these are received, the department redesigned the checking cards and transferred the records to a new electrically-powered rotary file.

#### Cataloguing Department

The report of Mr. Baird, Chief Cataloguer, states that 21,771 volumes were catalogued, 6,863 more volumes than last year, or an increase of 45%. The number of volumes catalogued is significant when compared with statistics of a few years ago; for several years before 1957-58 the number of volumes catalogued each year averaged slightly over nine thousand.

The reclassification of the Calgary collection undertaken in 1958 was completed during the summer of 1959. In collaboration with the Reference Department, a consolidated record of the library's periodical holdings, both bound and unbound, was compiled. Tilted guide-cards filed at frequent intervals in the union catalogue enhanced its appearance and improved its useableness. The accession record was changed from a book record to a file of slips, expediting the accessioning process.

The department continued its agreement with the Research Council of Alberta to catalogue their new accessions. This year the books catalogued numbered 273.

The department added one professional cataloguer and one clerical during the year, bringing the full-time staff up to nine.

#### Reference Department

Miss Hamilton, Reference Librarian, states in her report that her department, in its primary function of finding information, provided the answers to 6,290 questions, some entailing lengthy research by the Reference staff.

The interlibrary loan service borrowed volumes, or purchased photostats or microfilm, to fill 704 requests from staff and graduate students for material not available in our library. An increasing number of



requests is obtained in the form of photostats or microfilm rather than by borrowing the material. Our library sent 232 volumes on loan to other libraries.

Spring and fall convocations added 97 theses to the library's collection. During the year students and staff consulted 343 theses, while other institutions borrowed 57 theses through the interlibrary loan service.

The library added 15,157 documents during the year. The library is a selective depository library for Canadian government and United Nations publications, a depository for all Alberta government, UNESCO, and F.A.O. publications. We also receive British Command Papers, some British agricultural economic reports, and a few United States government documents.

The library now has over 16,000 maps. During the year our acquisitions were 1,003 foreign and 730 Canadian maps.

The Periodical Reading Room which, by the end of the year contained 1,121 periodicals and 17 newspapers, had a circulation of 21,271. This circulation figure includes 2,678 issues sent to departments on automatic circulation.

The bindery division of the Reference Department sent 3,910 volumes to be bound, as compared with 3,017 last year. The increase reflects the growth in number of periodicals to which the Library subscribes, and which are bound for permanent retention. The Library is also acquiring back files of periodicals, some of which are purchased unbound. In addition to the volumes sent to binderies, the Library pamphlet-bound or repaired three or four hundred items. In the past the library experienced frustrating delays at binderies, but happily this year the work flowed smoothly. Binding costs this year were up by an average of \$1.10 per volume.

The Reference Department operated under difficulties during the winter session because of staff changes and staff illnesses.

#### General Circulation Department

The annual report of the Circulation Librarian, Miss Freifield, shows that the circulation of books from the main stacks was up by 31%. The number of volumes circulated from the stacks was 67,695 volumes. Attendance in the stacks was 51% higher, perhaps reflecting the greater number of senior students now in attendance at the university. In the Reserve Reading Room the use of books was 49,722, an increase of 4%. Attendance in the area was up by 9%.

A re-allocation of staff duties was introduced in the department to facilitate the borrowing of books at the main Circulation Desk. As larger numbers of books are in circulation, the problem of recalling books is becoming a problem of some proportion. Too many borrowers, instead of returning a book when it is due, wait for a recall notice as a reminder. The department sent out 8,029 recall notices, and made





merous phone calls, thus tying up staff time which could be put to better use.

Summer Session 1959 remained at the same heavy level as the previous year. Extramural loans for pre-Summer Session study totalled 755, a substantial increase over the previous year.

#### Law Library

Mr. Noden, Law Librarian, notes that attendance was slightly lower, but that circulation of books was up by 10%. Circulation was 12,413 volumes, but this does not present an accurate picture of the use since most of the material is consulted in the reading room by law students who spend long hours in the library.

Nearly 500 volumes, consisting of texts, reports, statutes, periodicals, and reference books were added to the collection. This year the faculty book selection committee operated efficiently in selecting books and in drawing up a program for the balanced growth of the collection. During the summer considerable re-arrangement of the books was carried out with a view to making the best use of the dwindling shelf space.

#### Applied Science Reading Room

The Applied Science Librarian, Mrs. MacDonald, reports a tremendous increase in both attendance and circulation. Attendance was 125,453, an increase of 47%. The circulation figure of 23,361, an increase of 29%, does not indicate fully the use made of the collection since this is an open shelf reading room. The staff work load has been particularly heavy.

Toward the end of the year the heavy and constant use made of chemical journals by staff and students made it necessary to restrict the use of them to the reading room during the week. The absence of journals in circulation had inconvenienced and frustrated would-be users who came to the library to check references or make literature searches.

#### Medical Reading Room

In September Miss Russell was appointed Medical Librarian upon the resignation of Miss Giffen, now Mrs. W. Watson. An additional member was added to this department to bring the staff to three.

The circulation of material in this reading room was 28,763 volumes, an increase of 16%. Attendance increased by 17%. As in the past, medical practitioners throughout the province, and particularly in Edmonton, made extensive use of the facilities of this reading room.

A fellowship course in surgery offered by the university and open to practicing physicians has involved the Library in supplying a large





number of photostats of periodical articles to persons enrolled in the course.

The Medical Sciences collection consists of nearly 20,000 volumes, of which 8,600 are bound periodicals.

### Education Library

The Education Librarian, Miss English, reports another busy year with circulation reaching 80,560 volumes, an increase of 17%.

Summer Session 1959, as in other years, was a hectic six-week period which placed a great strain on the services of the Education Library. An innovation was the removal of the periodicals to a special periodical room for the duration of Summer Session. This relieved some of the congestion in the main reading room, and facilitated the use of the journals.

A more satisfactory method of dealing with the circulation of enterprise material to students going into city schools for their practice teaching period was evolved.

In response to a request from a group of professors and students, the library was opened over the supper hour four evenings per week.

### Calgary Branch

The Calgary Librarian, Miss Ryder, reports an increase in attendance in the library of 37%, which she attributes to rising enrolment, lack of study space outside the library, and longer library hours. The attendance was 90,497, while the circulation of books was 29,371.

The library added 2,060 volumes to its collection and took out 5 new subscriptions to periodicals, bringing the number of periodical titles received to 299. The Librarian has been active in acquiring gifts and exchange materials in anticipation of the library's great need with the expansion of courses.

The reclassification of the collection under the Library of Congress scheme was completed in February, 1960.

The library staff during the year consisted of four persons.

At the end of the year this library prepared to take over the ordering and cataloguing of books; hitherto all processing of books has been done in the Rutherford Library in Edmonton.

### Ecceaneous Services

The supervisor of the Music Listening Room, Mrs. Marjorie Corah, reports a most successful year of lunch-hour concerts. During the term



over 3,600 persons attended.

The photostatting service processed 331 requests representing 3,453 pages of photostats. This substantial increase in demand was largely due to the need for medical references by doctors taking the fellowship course in surgery.



Gifts Received by the Library

From the Latter Day Saints, thirty books on the Mormon religion.

From Dr. J. Weijer, Histoirie der Insecten (Amsterdam, 1766).

From the Friends of the University, five copies of Dr. E. H. Moss' Flora of Alberta.

From Mr. H. A. Dyde, collection of books on the First World War.

From the College of Physicians and Surgeons, \$300.00.

From the Canadian Cancer Society, \$1,398.23.

From the Canadian Foundation for Poliomyelitis, \$200.00.

From Mrs. I. Gonsett, \$500.00 for purchase of Ukrainian material.

From Dr. A. L. Doucette, twenty books on education for Calgary.

From Mr. R. J. Merritt, sixty volumes by standard authors for Calgary.



3/5/60

University of Alberta LibraryANNUAL STATISTICS

	<u>1959-60</u>		Percentage increase or decrease.
Attendance and Circulation	1959-60	1958-59	
Library (including Calgary)			
Attendance	797,540	649,872	23 %
Circulation	324,267	281,537	15 %
Reference Department			
Attendance	198,342	170,978	17 %
Circulation	11,243	12,438	- 10 %
Reference Questions	6,290	5,991	5 %
Inter Library Loans			
Medical R. R.			
Attendance	10,640	10,475	2 %
Circulation	21,134	19,586	8 %
Information Department			
Attendance			
(Browsing)	31,912	25,775	24 %
(Stacks)	48,627	32,143	51 %
Circulation	67,695	51,565	31 %
Physical R. R.			
Attendance	107,168	98,412	9 %
Circulation	49,722	47,645	4 %
Library R. R.			
Attendance	57,505	49,243	17 %
Circulation	28,768	24,903	16 %
Library Science R. R.			
Attendance	125,453	85,202	47 %
Circulation	23,361	18,171	29 %
Library R.			
Attendance	34,135	35,582	- 4 %
Circulation	12,413	11,292	10 %
Library			
Attendance	93,261	75,817	23 %
Circulation	80,560	68,801	17 %
Library			
Attendance	90,497	66,245	37 %
Circulation	29,371	27,136	8 %





	1959-60	1958-59	
ending			
Volumes bound	3,910	3,017	+ 30.7%
Volumes pamphlet bound	252	182	
or repaired			
(Does not include Education repairs.)			

Library Materials Received and Processed

Acquisition Department

Ordered and received			
(regular orders) - vols.	16,785	11,304	+ 48.0%
Gifts and free - volumes	638	543	
Total volumes	17,688	12,249	+ 44.7%
Periodical subscriptions	1,821	1,571	+ 16.0%
Back issues of periodicals	no records kept	680 issues of	
		192 periodicals	

Cataloging Department

Volumes processed	21,771	14,938	+ 46.0%
Cards typed	98,090	83,374	+ 18.0%

Reference Department

Documents	15,151	17,203
Pamphlets	592	1,034
Maps	1,733	1,258

(books, documents, Pamphlets)	38,600	30,486	+ 27.0%
-------------------------------	--------	--------	---------



